

**Lems.Web**  
**Training Outlines**  
**For Users**

**CONTENTS:-**

1. Introduction
2. Load on your machine, Lems.Web Message Notification Client
3. How to Access Lems.Web
4. Category List / How To Do Inquiry
5. How To Retrieve Messages
6. Problems,Concerns & Help
7. Exhibits

**INTRODUCTION:**

Lems.Web is a Law Enforcement Message Switcher (LEMS) system on Web.

This document is designed to aid persons running transactions to interface with SLED/CJIS

In order to access/logon **Lems.Web** system, User is required to obtain :

1. User-id
2. Agency Number
3. Password

Note:- For more information and proper authorization , please call  
SLED/CJIS @ 803-896-7216

**Load on your machine, Lems.Web Message Notification Client**

This item is a windows set up program. Download it to your workstation and execute the “setup.exe” file. To do this:

Display categories

select Toolbox

It will display

Tool box menu

click on Lems.Web Message Notification Client

It will display:

Screen: File Download showing

File Name: **setup.exe**

File Type: Application

From: 10.1.2.28 [this may be different in your case]

Would you like to open the file or save it to your computer

**Click on “OPEN” Button**

It will display:

**Screen: Lems.Web Message Notification Client Set Up**

Welcome to the Lems.web Message Notification Client Installation wizard

**Click on “Next” button**

Again it will display:

**Screen: Lems.Web Message Notification Client Set Up**

Lems.Web Message Notification Client has been successfully installed.

**Click on the “Finish” button to exit the installation**

Will display:

Screen: Installer Information

**Click on “Yes” button**

Re-boot the machine.

[Please see attached **Exhibit-1** and follow instructions.]

**HOW TO ACCESS LEMS.WEB**

**Access to Lems.Web:**

Go to [Internet Explorer](#)

Type in the **Address** - <http://10.1.2.28/lems>

Hit <Enter> Key

It will display the following Sign-on screen:

**Sign-On**

User Controlled Sign-on Service - Screen

**You are signing on to LEMS.Web**

Please enter

<b>UserID:</b>	<input type="text"/>	<b>Agency Number:</b>	<input type="text"/>	<b>Password:</b>	<input type="password"/>
----------------	----------------------	-----------------------	----------------------	------------------	--------------------------

Enter your

**UserId :**

**Agency Number:**

**Password:**

click on **Submit** button

It will display the following screen

**Category List**

**Select a Category**

## LEMS ON WEB APPLICATION DEVELOPMENT

### CATEGORY LIST

After logon to Lems.Web, it will display the screen showing categories :

#### **Category List**

**Select a Category [see exhibit-4]**

#	Category
1	Development
2	Articles
3	Boat
4	Canadian Inquiry
5	Criminal History-III
6	Guns
7	Images
8	Miscellaneous
9	Persons C/S/R - Convicted on Supervised Release
10	Persons U/M/D - Unidentified/Missing/Dental
11	Persons Wanted
12	Protection Order
13	Securities
14	Sex Offender
15	Sex Offender Mgt
16	Vehicles
17	VGTOF
18	About
19	Toolbox
20	Msg Manager

### HOW TO DO INQUIRY?:-

click on a desired category

for example click on Articles

It will display **Articles Menu** Screen

Then select a transaction by clicking on the transaction listed in the menu

e.g. click on - **Inquiry Stolen Article – QA**

it will display - **Inquiry Stolen Article – QA** Screen

enter the values into all the field-boxes

**fields in bold letters are required /mandatory fields**

after entering all the necessary fields

click on **Submit** button

### Mouse-Over Categories Menu:-

While you are in a menu of , for example Article, you can browse the category

list just by **moving the mouse over the hidden Lems Link screen in the left hand side**

and you can select other category without going back to the original category list screen.

**HOW TO RETRIEVE MESSAGES:-**

If the Transaction runs alright, you will get the following screen  
[Lems Response Message Screen](#) showing

**Transaction Code: RPDQ**  
**DeviceID: JCOM005**

---

Your request is being processed. Press the **Check Messages** button below to check for a response.

---

Another RPDQ request?    Menu    Check Messages

**Check Messages:-** [\[see exhibit -2,exhibit-3\]](#)

To check the messages/response of the submitted Transaction  
click on [Check Messages](#) button  
It will display the following screen

**Messages**

**Check messages (2) below for: JCOM005**

Date		Title
<input type="checkbox"/>	May 22, 2003 at 13:07:49	RPDQ 00FC000147 from JCOM005
<input type="checkbox"/>	May 22, 2003 at 12:56:18	RPDQ 00FC000146 from JCOM005

Delete checked messages

Check All

---

**BROWSING OF MESSAGES:-**

**Browsing:-**

click on the message under **Title**  
look at the message, if it is correct

**Note:-** at this point you can delete the messages by checking the respective boxex on the left hand side of the messages and clicking on [Delete checked messages](#) button at the bottom

---

#### DELETE, COPY & PRINTING OF MESSAGES:-

When you browse the message

There are three buttons at the bottom of the browsed message, namely

Delete, Copy, Print

##### Delete:-

The user can delete the individual message here also just by clicking on the Delete button under the browsed message.

##### Print:-

The user can print the browsed message

click on the Print button under the browsed message

the user will see the print screen, showing one or more printers, highlight the available printer and click on the Print button at the bottom

##### Copy:-

Click on the Copy button under the displayed browsed message

Bring up the note pad

Paste the copied message on the note pad, just like normal copy and paste

User can save it on the hard drive or on floppy disk by

Click on File in menu bar,

Click on save-as

Select the drive and folder

Click on save.



**PROBLEMS, CONCERNS & HELP:-**

**1. Field Help:-**

On the screen under each field name , there is a three letter respective field name, click on this three letter field name, you will get information about that field.

**2. Dates:-**

All the dates are in the following format:

**CCYYMMDD** - century,year,month,day

For example: 20030601

**3. References for Help:-**

NCIC 2000 Operating Manual

NCIC 2000 Code Manual

**4. Accessing, Lems.Web System Problem?:-**

Make sure you are using correct

1. User-Id
2. Agency Number &
3. Password

**5. Printing the Messages Problem:-**

Make sure that the appropriate printer is active and hooked up with the system.

**6. Required/ Mandatory Fields:-**

All field Names in Bold letters indicates that the field is required/mandatory.

**More Information?**

For more information, please call

Help Desk, CJIS

Telephone Number:- 803-896-7216

# Exhibits

## EXHIBIT-1



Menu



## LEMS.Web Message Notification Client

The following items are available for download:

LEMS.Web Message Notification Client (version 1.0.0.4) (0.8mb)

This item is a windows setup program. Download it to your workstation and execute the "setup.exe" file.

LEMS.Web Message Notification Client  
\*\*\*\*\*  
11/15/2002 - version 1.0.0.4

Installation Notes  
=====

### IF YOU HAVE A PREVIOUS VERSION, PLEASE UN-INSTALL IT FIRST

1. Run the "setup.exe" program
2. Reboot your Machine

You will see an Icon in the ToolTray and the Active Program Bar.  
The ToolTray Icon will change colors to indicate status.

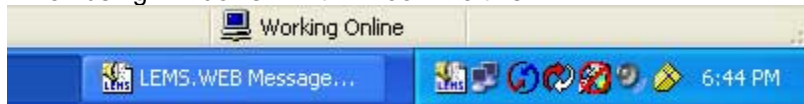


= Waiting for Message Notification

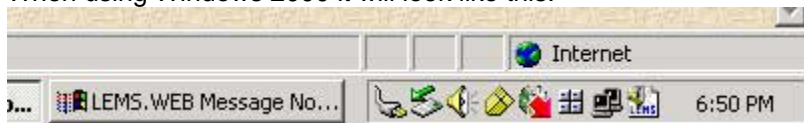


= Message Notification is Pending

When using Windows XP it will look like this:



When using Windows 2000 it will look like this:



Menu

**EXHIBIT-2**



**TQ\_1 - \*\*\*ORION\*\*\* ORI  
Inquiry**

Menu

**LEMS Response Message**

Transaction Code: TQ  
DeviceID: JCOM005

Your request is being processed. Press the **Check Messages** button below to check for a response.

Another TQ request?

Menu

Check Messages

**EXHIBIT-3**



**Messages**

Menu - Refresh Screen

**Check messages (3) below for: JCOM005**

Date		Title
<input type="checkbox"/>	May 23, 2003 at 10:42:04	QA 00FC00014B from JCOM005
<input type="checkbox"/>	May 23, 2003 at 10:34:22	QA 00FC00014A from JCOM005
<input type="checkbox"/>	***** at : :	NLET JCOM005 from

Delete checked messages

---

**QA 00FC00014B from JCOM005 - May 23, 2003 at 10:42:04**

JCOM005  
JCOM005.QA.00FC00014B.JCOM005.20030523 10:42:04  
REJ 00FC00014B JCOM005 00013F:FIELD NIC IS INVALID  
[Top of page or Menu](#)

Delete

**QA 00FC00014A from JCOM005 - May 23, 2003 at 10:34:22**

JCOM005  
JCOM005.QA.00FC00014A.JCOM005.20030523 10:34:22  
REJ 00FC00014A JCOM005 00013E:FIELD NIC IS INVALID  
[Top of page or Menu](#)

Delete

## EXHIBIT-4



## *Category List*

Options  
☐ Explore  
☐ Search  
☐ SignOff

### **Category List**

Select a category:

- Development
- Articles
- Boats
- Canadian Inquire
- Criminal History-III
- Guns
- Images
- Miscellaneous
- Persons C/S/R
- Person u/m/d
- Person Wanted
- Protection Order
- Securities
- Sex Offender
- Sex Offender Mgt
- Vehicles
- VGTOF
- About
- Toolbox
- Msg Manager
- Help Table Mgr
- SOIM CCH
- New iceDrill Examples